Team Contract

Team Goals

1. Collaborate efficiently to create a an excellent implementation of pingball
2. Demonstrate mastery of material
3. Write code that is:
   a. Safe from Bugs
   b. Easy to Understand
   c. Ready for Change
4. Cultivate a positive working environment where there is equal participation by all members

Meeting Norms and Schedule

Meeting times will be coordinated via a shared google calendar. The group believes that this project can be accomplished with 35 hours of labor. This will be divided between 10 hours of group meeting time as stated above, 10 hours of individual work in a group setting, and fifteen hours of work on personal time.

All team members have committed to daily meetings during lecture and recitation times in the lecture or recitation location. If additional group meeting times are needed, these will be coordinated and added to the calendar.

Individual work in a group setting will be coordinated during evenings.

Individual work will occur on the team member's own time, but that individual will be held accountable for milestone dates and check-ins.

Lauren will document all that is discussed at each meeting and send these to group members within 15 minutes of meeting time.

Andrew will be responsible for the state of our repository, ensuring that the most recent and succinct version is present.

Dylan will track individual milestone progress and ensure that this code has been added before the next group meeting.

Anticipated Work Schedule

Internal Date	Milestone	External Date
4/9/14	WarmUp	4/10/14
4/13/14	Specifications	4/14/14
4/14/14	Test Cases	4/18/14

Will vary by smaller internal milestones	Implementation	4/18/14

Work Norms

Major design decisions will be executed during shared work time. The work resulting from these decisions will be evenly distributed between members.

Deadlines will be set internally for individual milestones and added to the shared google calendar. These deadlines will far a minimum of one day before any exteral deadline so that all team members may approve the work before submission.

The group will decide as a whole which portions should be done by which individual, in the event of argument we will vote democratically as to which individuals skill set best matches the task at hand.

If an individual does not follow up on a commitment we will have a conversation, as a team and that individual will be assigned a greater portion of the work in future tasks. Because we have set internal deadlines a day before external deadlines, there is enough time to make this method work.

Work will be reviewed as a group and changes made if deemed necessary. Work will not be submitted until there is approval by all team members and in the event of disagreement a majority.

Decision Making

We would like 100% consensus, however are aware that this is not always achievable. In the event the event of disagreement we will designate twenty minutes to discuss possible ideas and then defer to a majority vote.

These statements constitute a contract between Dylan Joss, Andrew Hochstadt, and Lauren Clark and is agreed upon on April 7th, 2014.